

**TOWN OF NEWMARKET, NEW HAMPSHIRE
TOWN COUNCIL REGULAR MEETING**

JANUARY 3, 2018 7:00 PM

TOWN COUNCIL CHAMBERS

Approved January 17, 2018

PRESENT: Council Chairman Dale Pike, Council Vice Chairman Toni Weinstein, Councilor Gretchen Kast, Councilor Kyle Bowden, Councilor Amy Burns, Councilor Casey Finch

EXCUSED: Councilor Amy Thompson

ALSO PRESENT: Town Administrator Steve Fournier, Facilities Director Greg Marles, IT Director Doug Poulin, Channel 13 Manager Tim Cremman

AGENDA

Chairman Dale Pike welcomed everyone to the January 3, 2018 Newmarket Town Council Meeting and called the meeting to order at 7:00 pm, followed by the Pledge of Allegiance.

Chairman Pike stated that Councilor Amy Thompson was excused.

PUBLIC FORUM

Chairman Pike opened the Public Forum at 7:01 pm.

As no one from the public came forward, Chairman Pike closed the Public Forum at 7:01 pm.

PUBLIC HEARING – None

TOWN COUNCIL TO CONSIDER ACCEPTANCE OF MINUTES

Acceptance of the Minutes of the Regular Meeting of December 20, 2017

Vice-Chair Weinstein made a motion to approve the minutes of the Regular Meeting of December 20, 2017 which was seconded by Councilor Kast.

Town Administrator Fournier polled the Council and the minutes of the Regular Meeting of December 20, 2017 were approved by a vote of 5-0, with 1 abstention.

Acceptance of the Minutes of the Non-Public Meeting of December 20, 2017

Vice-Chair Weinstein made a motion to approve the minutes of the Non-Public Meeting of December 20, 2017, which was seconded by Councilor Burns.

Town Administrator Fournier polled the Council and the minutes of the Non-Public Meeting of December 20, 2017, were approved by a vote 5-0, with 1 abstention.

REPORT OF THE TOWN ADMINSTRATOR

Town Administrator Steve Fournier said he first wanted to thank the Department of Public Works and the Environmental Services Department for their efforts during the **Christmas Snow Storm**. He said crews were called in on Christmas Eve due to a water main break on Bay Road and worked through the night, after which they began plowing. He said they had been monitoring the upcoming storm and had a conference call with the NH Department of Homeland Security who were predicting it would be significant. He said as a result, Schools and Town Offices in the District would be closed tomorrow and a parking ban would be in effect from 6:00 am tomorrow until 6:00 am Friday morning.

Town Administrator Fournier stated that the Town did not have a designated **Warming Center**, and said the only overnight warming center in the State was in Rochester. He said if there was a need the Town would have a daytime warming center available from 7:00 am to 7:00 pm, and said Red Cross had stopped providing one unless there was a major power outage. He said they were predicting between 8-14 inches of snow and Newmarket would be on the line of the Blizzard Warning for Coastal Rockingham County.

Town Administrator Fournier said he was happy to announce that next week the Town of Newfields would be signing an agreement with Newmarket to provide them with **Dispatch Services**. He said it was a 2-year agreement with \$28,000 in services for the first year and an increase based on the CPI for Boston for the second year. He said the Fire and Police Chiefs of both communities had been working hard to complete the agreement.

Town Administrator Fournier said that a number of individuals had paid their Property Taxes early at the end of the year due to the new Tax Law. He said the law did not quite fit the assumptions of some and requests were made for a refund of their pre-payments. He said State Law allowed the Town to accept the money but not to give it back.

COMMITTEE REPORTS – None

OLD BUSINESS

ORDINANCES AND RESOLUTIONS IN THE 2ND READING

Resolution #2017/2018-24 Authorizing the Town Administrator to enter into a Contract with Educational Consultants for Town Hall Security Improvements

Vice-Chair Weinstein made a motion to approve Resolution #2017/2018-24 *Authorizing the Town Administrator to enter into a Contract with Educational Consultants for Town Hall Security Improvements*, which was seconded by Councilor Bowden.

Town Administrator Fournier polled the Council and Resolution #2017/2018-24 *Authorizing the Town Administrator to enter into a Contract with Educational Consultants for Town Hall Security Improvements* was approved by a vote of 6-0.

Resolution #2017/2018-25 Authorizing the Town Administrator to enter into an Agreement with Energy Efficient Investments, Inc. to Conduct No-Cost Energy Auditing

Vice-Chair Weinstein made a motion to approve Resolution #2017/2018-25 *Authorizing the Town Administrator to enter into an Agreement with Energy Efficient Investments, Inc. to Conduct No-Cost Energy Auditing*, which was seconded by Councilor Burns.

Facilities Director Greg Marles said he was looking for approval to move forward with an Energy Audit which would allow Newmarket to do a Performance Contract for Town facilities. He said an RFP was sent out, 2 responses were received, and a committee was set up for review. He said only one company, Energy Efficient Investments, showed up at the meeting that was called. He said the audit would come at no cost and would allow the Town to do upgrades within their facilities based on energy savings, with repairs being paid for by the particular savings on each system over time.

Facilities Director Marles said they had also done reference checks, and said the town of Plymouth had done \$3 million worth of energy-efficient investments through the company which resulted in energy savings of 30-40%. Town Administrator Fournier said Energy Efficient Investments would do the audit and then make recommendations for the Town to go out to bid for different companies not tied to this one company. Facilities Director Marles said though the School Board meeting scheduled for tomorrow had been cancelled, this resolution had been well supported by the Town and he did not see it not being supported by the School.

Discussion: Councilor Kast asked about flexibility and Facilities Director Marles said he anticipated going with Energy Efficient Investments because they were the guarantors of the energy results based on the audit. He said they would look at all the different control systems available and make a recommendation to the Town on which would be the best fit, though not with their brand or their equipment. He said this gave the Town a lot of flexibility and allowed them to have multiple vendors looking at their backend system. Vice-Chair Weinstein asked what the energy audit would entail and what kinds of systems they would be looking at and in what depth. Facilities Director Marles said it would be a very encompassing audit and they would go through the entire building envelope to determine the most energy savings.

Vice-Chair Weinstein asked if they would be looking at every building in the Town, and Facilities Director Marles said every building in the Town and the Schools. He said the biggest plus with Performance Contracting was the net-zero impact to taxpayers and that the Town would not need to increase their budget to pay for these projects. Councilor Bowden asked what length of time the Town was agreeing to here, and Facilities Director Marles said they would not know until the results of the audit were shown.

Chairman Pike said it sounded like they would be giving Energy Efficient Investments exclusivity to do the audit, but said he did not fully understand how the company made money. Facilities Director Marles said they made money in the long run on energy savings and guarantees, and said there was a profit margin built into the installations. He said they had to guarantee what the energy-savings return would be at their own risk and were an integral part of the process. Chairman Pike asked if the savings would be based on the Town's current energy costs, and Facilities Director Marles said current energy costs plus escalators included to cover cost increases, and said their energy calculations would target 80% which would allow for that movement. He said they typically got paid through a municipal lease (bond), with payment to the bond through energy savings, for which they had to make a guarantee that lasted for a period of time.

Councilor Kast asked what would happen if the School should decide not to go forward with the audit for some reason. Town Administrator Fournier said including the School helped by scale, but that there was no penalty involved. Facilities Director Marles said though the Schools were being renovated, the Elementary School would not be seeing new lighting which was one of the biggest energy-saving returns, and said the process would be a plus for both the Town and Schools. Vice-Chair Weinstein asked if they would look at solar options, and Facilities Director Marles said they would look at every option. Vice-Chair Weinstein asked how long the audit would take, and Facilities Director Marles said it would be an in-depth process of a couple of months and he would bring the information back to the Council for another presentation at that time.

Chairman Pike said the School had been talking about this for several years already and asked if they would be going with the same company. Facilities Director Marles said the same memo was sent to the School as went out to the Town and it was one of the shared services they were trying to work on.

Town Administrator Fournier polled the Council and Resolution #2017/2018-25 *Authorizing the Town Administrator to enter into an Agreement with Energy Efficient Investments, Inc. to Conduct No-Cost Energy Auditing* was approved by a vote of 6-0.

Resolution #2017/2018-26 Authorizing the Town Administrator to enter into a Contract with Securadyne Systems for Community Center Safety and Security Improvements

Vice-Chair Weinstein made a motion to approve Resolution #2017/2018-26 *Authorizing the Town Administrator to enter into a Contract with Securadyne Systems for Community Center Safety and Security Improvements*, which was seconded by Councilor Bowden.

Facilities Director Marles said this was a continuation of security improvements to all Town facilities, and said this would allow a higher level of safety and security at the Community Center.

Discussion: Vice-Chair Weinstein asked if this would include any outside lighting in the area as there was a concern about nighttime programming. Facilities Director Marles said it did not, but that he was working on the lighting as another component and hoped to have something to the Council in the next few weeks. Chairman Pike asked about pricing since they were using one vendor, and Facilities Director Marles said there were other companies that represented the same product but that he wanted to avoid getting into passwords, access and other issues. Councilor Bowden asked if they had looked at other levels of service besides platinum, and Facilities Director Marles said they could pay for any service, as Securadyne Systems would just be doing regular maintenance checks.

Town Administrator Fournier polled the Council and *Resolution #2017/2018-26 Authorizing the Town Administrator to enter into a Contract with Securadyne Systems for Community Center Safety and Security Improvements* was approved by a vote of 6-0.

Resolution #2017/2018-27 Replacement of Channel 13 Broadcast Equipment

Vice-Chair Weinstein made a motion to approve *Resolution #2017/2018-27 Replacement of Channel 13 Broadcast Equipment*, which was seconded by Councilor Burns.

IT Director Doug Poulin said that Channel 13 had become one of the main ways the Town was feeding information to the public, and said they were having issues with quality, outright failures, and aging equipment. He said he submitted an RFP and received 3 quotes back. He said the quote from TelVue Corporation was approximately \$6,000 more than the next lower bid, but that they would get free streaming and free video-on-demand. Town Administrator Fournier said their current system was using the original Channel 13 equipment.

Discussion: Councilor Kast asked if metrics were available on how much streaming and video-on-demand were being requested. IT Director Poulin said they knew Town Hall Streams were used pretty extensively but they had no way of knowing what was watched on Channel 13. Town Administrator Fournier said a lot of people watched meetings on their computers, and said the only way to get public access was through streaming and felt it would be well worth the extra cost. Councilor Bowden asked if the new system would allow any monitoring of viewership status. Channel 13 Manager Tim Cremman said with the new system they would have everything in the same place and they would be able to tell how many people were watching and at what time. He said the system would also allow expansion for use of other means of getting media out to the public.

Councilor Bowden mentioned that only 2 of the quotes were very extensive, and Mr. Cremman said that TelVue Corporation and G&G Technologies provided labor-intensive quotes, where Access/AV provided only a new backup system. Vice-Chair Weinstein said she personally used streaming and on-demand, and felt they were important services for the Town to get information to the public. She said she assumed this new system would also improve the sound quality, and IT Director Poulin said it would. Councilor Finch asked if streaming would be available from a variety of places like tablets, and Mr. Cremman said anything with internet access and quick-flash.

Mr. Cremman said the biggest thing was that the new system would put everything in one place. He said right now they had Playback Service and On-Demand, which were 2 different companies sending 2 different signals. He said they were splitting signals with one to Comcast and one to Town Hall Streams, whereas the TelVue signal would be going to only one place. Councilor Kast asked about upgrades, and Mr. Cremman said TelVue would take care of any software upgrades but that the Town would need to invest in any other improvements and purchase the hardware. He said they were investing in a Playback Server and other parts, and felt it would be 5-6 years out before the next hardware update. He said with the new system they would also have the ability to go on location for different events live.

Town Administrator Fournier polled the Council and Resolution #2017/2018-27 Replacement of Channel 13 Broadcast Equipment was approved by a vote of 6-0.

ORDINANCES AND RESOLUTIONS IN THE 3RD READING – None

ITEMS LAID ON THE TABLE

Resolution #2015/2016-52 *Authorizing the Designation of a Portion of Route 152 as an Economic Recovery Zone.* (This Resolution is tabled from the June 15, 2016 Council Meeting pending Planning Board action.)

NEW BUSINESS /CORRESPONDENCE

TOWN COUNCIL TO CONSIDER NOMINATIONS, APPOINTMENTS AND ELECTIONS – None

ORDINANCES AND RESOLUTIONS IN THE 1ST READING

Ordinance #2017/2018-02 **Amendments to Chapter 30 of the Code of the Town of Newmarket, New Hampshire: Allowing Permitted Parking in Certain Lots**

Town Administrator Fournier read Ordinance #2017/2018-02: Amendments to Chapter 30 of the Code of the Town of Newmarket, New Hampshire: Allowing Permitted Parking in Certain Lots in full. He said a Public Hearing would be held on the Ordinance at the next Town Council meeting.

CORRESPONDENCE – None

CLOSING COMMENTS

Vice-Chair Weinstein said parking had been brought up several times along with conversation about the Business Association, and asked if they should be notified about the Public Hearing. Town Administrator Fournier said this Ordinance was not for businesses but for residents who did not have parking, and would only be from 1:00 m to 5:00 am, which was basically a no-parking ban in that lot.

Councilor Kast asked about the Bonfire to be held in the Town and said she had forgotten the date. Town Administrator Fournier said it was in the Newsletter and would be held from 6-8 pm at the Carpenter

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Property across from the High School. He said the Boy Scouts were picking up Christmas trees and the event was not sponsored by the Town.

Chairman Pike said beginning on January 24th people who were interested could sign up for Town Council, Budget Committee, and other open positions in the Town. He said he felt people generally felt good about how things were going in Newmarket right now and it was important for new candidates to step forward.

NEXT MEETING: The next Regular Town Council Meeting will be held on January 17, 2018

ADJOURNMENT

Chairman Pike adjourned the meeting at 7:49 pm.

Respectfully submitted,

Patricia Denmark, Recording Secretary